



The career ladder

Lesson code: QIQ2-V2A9-2KVH

INTERMEDIATE

1 Job titles

In pairs, put the following job titles in the correct category below. Which of the titles are usually only used in US companies?

chairman
consultant
HR director
marketing manager
sales representative

chief executive officer (CEO)
customer relations specialist
HR specialist
plant manager
systems administrator

chief financial officer (CFO)
head of marketing
junior accountant
sales manager
vice president (VP)

Top management: _____

Middle management: _____

Back-office staff: _____

Front-line staff: _____

Work in pairs. Write down the names of five people in your company who work at different levels in your organization. Show them to your partner and ask and answer questions about their positions, e.g. "Who is Paul Smith?" "He's our CEO."

One-to-one: Name some positions in your company for each category.

2 Career paths

Put the following sentences about Mark's career into the correct order:

After a successful interview at Chemotech plc, he was **hired** for the position. ____

After graduating from university, Mark decided to **apply for a job** as a junior engineer. 1

After nearly 20 years of **running his own business**, Mark decided to **retire** early. ____

Chemotech **ran into financial difficulties** during the economic crisis, and Mark was **laid off**. ____

Due to his extensive experience, he quickly got **hired** by another company as a chief engineer. ____

He decided to become **self-employed** and **start his own business** as a consultant. ____

Mark felt he needed a change in his life, so he decided to **hand in his notice** and start a new career. ____

Mark worked diligently for several years and eventually **got promoted** to the position of senior engineer. ____



Put the expressions in bold next to their meaning below:

1. stop working: _____
2. no longer employed because the company has no money or work to offer: _____
3. employed: _____
4. working independently, not for an employer: _____
5. moved to a more senior position: _____
6. leave (his) job: _____
7. officially request work: _____
8. had money problems: _____

Work in pairs. Describe your career path so far or the career path of someone you know using the expressions above.

3 The career ladder

Study the following table.

Phrase with noun	Phrase with verb	Meaning
receive a promotion	get/be promoted	move up to a more senior position
receive a demotion	get/be demoted	move down to a more junior position
get the sack	get/be sacked	lose your job (because you did something wrong)
-	get/be fired	lose your job (because you did something wrong)
receive a dismissal	get/be dismissed	lose your job (because you did something wrong)
-	be made redundant	lose your job (but you did nothing wrong)
go into retirement	retire	stop working
hand in your resignation	resign	leave your job

Which of the expressions above are informal?



In pairs, study the following situations and say what should happen in each case using the words and expressions from the table.

1. Paula has worked very well this year. As a result of her hard work, her company's profits have risen to a record level.
2. John has missed another day at work without an acceptable reason. He has been warned about his behaviour several times already.
3. Sara's company is experiencing serious difficulties. They have lost several key clients, and there is little work for her to do now.
4. Vlad was recently promoted to the position of chief accountant. However, his bosses have not been satisfied with his performance.
5. Paul is nearly 70 years old. He's run his business for over 40 years but he is now finding it difficult to focus on simple tasks.

4 Talking point

Discuss any of the following questions:

1. When is it necessary to dismiss a worker?
2. Describe your company's organizational structure. Is it flat or hierarchical? How easy is it to 'climb the ladder'?

